



City of Kingsburg

1401 Draper Street, Kingsburg, CA 93631-1908
(559)897-5821; (559)897-5568

Michelle Roman
Mayor

Laura North
Mayor Pro Tem

COUNCIL MEMBERS
Sherman Dix
Vince Palomar
Jewel Hurtado

Alexander J. Henderson
City Manager

CITY OF KINGSBURG FINANCE COMMITTEE REGULAR MEETING

AGENDA

March 26, 2019

6:00 p.m.

**KINGSBURG CITY COUNCIL CHAMBER
1401 DRAPER STREET**

1. **Call to order** – Chairman Sherman Dix
2. **Public Comments** - Any person may directly address the Committee at this time on any item not on the agenda, or on any item that is within the subject matter jurisdiction of the Committee. A maximum of five minutes is allowed for each speaker.
3. **Approval of Minutes** –Approve minutes from the February 26, 2019 Finance Committee Meeting as prepared by City Clerk Abigail Palsgaard.
4. **Athwal Park Grant, Department of Housing and Community Development**
Possible Action(s):
 - a. Presentation by Community Services Director Adam Castaneda
 - b. Committee Discussion
 - c. Action as deemed appropriate
5. **Crandell Swim Complex Rehabilitation Project**
Possible Action(s):
 - a. Presentation by Community Services Director Adam Castaneda
 - b. Committee Discussion
 - c. Action as deemed appropriate
6. **Discussion of Muti-Use Park Facility**
Possible Action(s):
 - a. Presentation by City Manager Alexander Henderson
 - b. Committee Discussion
 - c. Action as deemed appropriate
7. **Other Business**
8. **Adjourn** - to the next regular meeting of the City of Kingsburg Finance Committee.

**Kingsburg Finance Committee
Regular Meeting Minutes
February 26, 2019**

Call to order: Mayor Michelle Roman called the meeting to order at 6:03pm.

Members present: Michelle Roman, Sherman Dix, Alexander Henderson, and Alma Colado.

Members absent: None.

Staff present: City Clerk Abigail Palsgaard.

Chair Position

Member Roman motioned for Sherman Dix to be Chair of the Finance Committee. The motion was seconded by Member Henderson. The motion passed with a unanimous voice vote.

Meeting Date

Committee decided on meeting on the 4th Tuesday of the month.

Public Comments: None.

Approval of Minutes

Member Henderson motioned to approve the minutes from the October 25, 2018 Finance Committee Meeting as prepared by City Clerk Abigail Palsgaard. The motion was seconded by Chairman Dix. The motion passed with a unanimous voice vote.

2018/2019 Fiscal Budget Review

Member Alma Colado presented the 2018/2019 Fiscal Budget. Chairman Dix asked about the TOT debit. Member Colado stated when we receive it, the timing was off and it was applied to the wrong fiscal year. Chairman Dix asked about upper floor rehab. Member Colado said it was reclassified. Chairman Dix asked about the residual property tax (RDA) that will be put in to a separate fund. Member Henderson said expenditures are tracking as expected, same with revenues. Measure E was discussed. Member Roman asked about ambulance collections. Member Colado said it is going well. Member Dix asked for an analysis for running the second ambulance. Member Henderson stated that Chief Sendelbach is cleaning up the reserve program; 5-0 staffing is the ultimate goal or 6-0 so no one works alone.

2018/2019 Fiscal Budget Amendment Recommendations

Member Alma Colado presented the 2018/2019 fiscal budget amendment recommendations. Chairman Dix asked about amendment to legal fees. Member Henderson said it was the Shenkman settlement for redistricting. Chairman Dix asked about Police Department. Member Colado said it is to track grants better. The information is already in the budget, just new line items. Chairman Dix asked if there is a reduction in the Police Department budget. Member Colado said we will wait to see if they have enough budgeted. Member Roman said we need to review our leases and contracts. Member Colada said that she is working on it with copy machine leases. Member Roman made a motion to recommend approval of the budget amendments to City Council. The motion was seconded by Member Henderson. The motion passed with a unanimous voice vote.

Other Business

Chairman Dix mentioned T-Mobile. Member Henderson said they are looking into going into the Kmart building. It would be 1000 jobs. The committee discussed parking. T-Mobile and Sprint is trying to

Kingsburg Finance Committee
Regular Meeting Minutes
02/26/2019

merge so there are a lot of unknowns. Member Roman spoke about the tax revenue. Employees would buy lunch, gas and supplies. Chairman Dix said he thinks the parking can be redesigned to have more parking. The committee wants to make sure when they order stuff/improvements, that the sales tax comes back to Kingsburg.

Member Henderson spoke about a possible new location for city hall. Member Roman wants to make sure it is accessible and visible to residents. Member Henderson said we are running out of room and have no where to expand. Committee would like more info.

Adjourn: The meeting was adjourned to the next regular meeting of the City of Kingsburg Finance Committee at 6:54pm.



Meeting Date: 3/26/2019

Agenda Item: 4

FINANCE COMMITTEE MEETING STAFF REPORT

REPORT TO: Chairman Dix & Finance Committee

REPORT FROM: Adam Castaneda, Community Services Director **REVIEWED BY:** AP

AGENDA ITEM: Athwal Park Grant, Department of Housing and Community Development

ACTION REQUESTED: ☐ Ordinance ☐ Resolution ☒ Motion ☐ Receive/File

EXECUTIVE SUMMARY

In 2017, the City of Kingsburg applied and was awarded a Housing Related Park Grant for \$75,000. The Grant was awarded by the Department of Housing and Community Development. The Housing-Related Park Grant Program was created as an incentive based on the issuance of housing starts, for housing units affordable to low-income households. Based on the application City staff provided, the State has awarded us this grant for the purpose of paying for capital improvements related to the acquisition, rehabilitation, or construction of a Parks and Recreation Facility. This grant was designated to be used at Athwal Park to help increase the recreational opportunities for residents in that immediate area.

No work performed prior to the effective date of the grant agreement June 12, 2018 or after June 30, 2019 shall be funded. All funds must be requested from the Department of Housing and Community Development no later than April 30, 2019. No funds may be expended after June 30, 2019. Incidental expenses and administrative costs shall not be paid by the Grant funds unless they are directly related to the construction of acquisition of an eligible capital asset.

Cash requests may be submitted in advance of incurring project costs or as a reimbursement of funds. Funds must be spent within 90 days from the date of receipt from the State. All cash requests must include a detailed use of funds including documentation of expenditures (i.e. purchase orders, invoices, etc.). Upon complete expenditure of the Grant funds the City must submit a final report within 60 days of June 30, 2019. Any Grant funds remaining unexpended as of June 30, 2019 must be returned to the State with accrued interest.

City staff is currently completing the Request for Disbursement of Funds Document to be submitted before April 30, 2019. There is currently a 4 to 6 week processing window which will give the City approximately 50 days to spend the Grant.

Staff is seeking Committee approval on the request for disbursement, to be utilized on capital equipment at Athwal Park. City Engineer Dave Peters is finalizing bid documents related to the full improvements to Athwal as directed by Council. However, some of the capital equipment (skate park, playground) is expected to be acquired separate from the full bid to better control costs.

RECOMMENDED ACTION BY FINANCE COMMITTEE

1. Provide staff direction on capital equipment to expend \$75,000 from HRP.

POLICY ALTERNATIVE(S)

1. If the City does not designate the funds by April 30, it will lose the \$75,000 grant.

REASON FOR RECOMMENDATION/KEY METRIC

1. Provide Recreation Opportunities for All Ages

FINANCIAL INFORMATION

FISCAL IMPACT:

1. Is There A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes
3. If Budgeted, Which Line? 031-9100-549-57.43

BACKGROUND INFORMATION

See Executive Summary

ATTACHED INFORMATION

1. Grant Confirmation Letter (HCD)
2. Updated information from HCD

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
ADMINISTRATION AND MANAGEMENT DIVISION**

2020 W. El Camino Avenue, Suite 330, 95833
P. O. Box 952050, Sacramento, CA 94252-2050
(916) 263-6928 / FAX (916) 263-6917
www.hcd.ca.gov



OCT 18 2017

Mr. Alexander J. Henderson
City Manager
City of Kingsburg
1401 Draper Street
Kingsburg, CA 93631

Dear Mr. Henderson:

**Re: Housing-Related Parks Program
Contract No. 16-HRPP-11454**

Attached is an electronic copy of the State's Housing-Related Parks (HRP) Program Standard Agreement which includes the following:

1. Standard Agreement (STD 213)
2. Exhibit A – Authority, Purpose, and Scope of Work
3. Exhibit B – Budget Detail and Payment Provisions
4. Exhibit C – State of California General Terms and Conditions - GTC 04/2017
[Exhibit C is now incorporated by reference; please see the STD 213 for additional information].
5. Exhibit D – HRPP Terms and Conditions

To ensure efficient processing of the Standard Agreement, please do the following:

1. Review the Standard Agreement thoroughly and if necessary discuss the requirements with your legal and financial advisors;
2. Print five copies of the Standard Agreement, STD 213 cover page.
3. Ensure all copies of the Standard Agreement are signed by the appropriate authorized official as designated in the resolution. Please be sure to include the printed name, title and date signed. If a signed resolution was not submitted with the HRP Program Application, please return a certified copy of the resolution along with the signed Standard Agreement copies.
4. Return the five copies of the Standard Agreement along with a certified copy of the resolution, if needed; no later than 30 days from the date of this letter to:

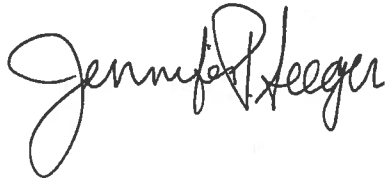
Department of Housing and Community Development
Business and Contract Services Branch
2020 West El Camino Avenue, Suite 330
Sacramento, CA 95833

Standard Agreements not returned within the required 30-day period may be subject to cancellation by the Department.

Maintain the electronic version of the Standard Agreement (Std. 213 and Exhibits A through D) in your pending file. Upon receipt of the five original, signed Standard Agreement cover pages, HCD will complete the approval process and send you an electronic copy of the completed, fully executed, original Standard Agreement along with an originally signed copy sent by U.S. Mail.

Please contact Tom Brinkhuis, your HRP Program representative, at tom.brinkhuis@hcd.ca.gov or (916)263-6651 if you have any questions regarding the Standard Agreement or the provisions therein.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer P. Seeger". The signature is fluid and cursive, with the first name being the most prominent.

Jennifer P. Seeger
HRP Program Manager

cc: Alexander J. Henderson, City Manager

STATE OF CALIFORNIA
STANDARD AGREEMENT
STD 213 (Rev 06/03)

AGREEMENT NUMBER

16-HRPP-11454

REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

CONTRACTOR'S NAME

City of Kingsburg

2. The term of this
Agreement is:

Upon HCD Approval through 09/30/2019

3. The maximum amount of this
Agreement is:

\$75,000.00

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A - Authority, Purpose and Scope of Work

2

Exhibit B - Budget Detail and Payment Provisions

2

Exhibit C - State of California General Terms and Conditions*

GTC - 04/2017

Exhibit D - HRPP Terms and Conditions

2

Exhibit E - Special Terms and Conditions

0

Exhibit F - Additional Provisions

0

TOTAL NUMBER OF PAGES ATTACHED

6 pages

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. The GTC 04/2017 documents can be viewed at <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (if other than an individual, state whether a corporation,
partnership, etc)

City of Kingsburg

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

1401 Draper Street, Kingsburg, CA 93631

STATE OF CALIFORNIA

AGENCY NAME

Department of Housing and Community Development

BY (Authorized Signature)

DATE SIGNED (Do not type)

PRINTED NAME AND TITLE OF PERSON SIGNING

Synthia Rhinehart, Contracts Manager, Business & Contract Services Branch

ADDRESS

2020 W. El Camino Ave., Sacramento, CA 95833

**California Department of
General Service
Use Only**

☒ Exempt per: **SCM 4.04.A.3 (DGS
Memo dated 6/12/81)**

EXHIBIT A

AUTHORITY, PURPOSE AND SCOPE OF WORK

Housing-Related Parks (HRP) Program Grant

1. Authority

Pursuant to Chapter 8 of Part 2 of Division 31 of the California Health and Safety Code commencing with Section 50700, as added by Section 1 of Chapter 641 of the Statutes of 2008, the State of California Department of Housing and Community Development (herein referred to as the "State" or the "Department") has established the Housing-Related Parks (HRP) Program (the "Program"). This Standard Agreement (the "Agreement") is entered into under the authority of, and in furtherance of the purposes of, the Program as set forth in Health and Safety Code Section 50701. Pursuant to Health and Safety Code Sections 50702 and 50704.5, the State has issued a Notice of Funding Availability, dated November 16, 2016 (NOFA) and Program guidelines dated November 2016 (the "Guidelines") governing the Program.

2. Purpose

In accordance with the authority cited above, the Contractor has applied to the State for financial assistance (the "Application") in the form of a grant from the Program (the "Grant"). The State has agreed to make the Grant, as a financial incentive based on the issuance of housing starts, for housing units affordable to very low- and low-income households by the Contractor pursuant to the terms of the NOFA, the Guidelines and this Agreement. Based on the representations made by the Contractor in its Application, which is hereby incorporated as if set forth in full, the State shall provide a Grant in the amount shown below for the purpose of paying for capital improvement(s) related to the acquisition, rehabilitation, or construction of a Park and Recreation Facility.

The State and the Contractor have agreed to enter into this Agreement in accordance with the terms and conditions herein, subject to all the provisions of the applicable statutes, the NOFA, the Guidelines and further subject to the State laws and requirements governing State contracts. Capitalized terms herein shall have the meaning of the definitions set forth in the Guidelines.

3. Scope of Work

Improvements to Athwal Park

EXHIBIT A

4. Grant Timelines

No work performed prior to the effective date of this Agreement or after June 30, 2019, shall be funded. The effective date of this Agreement is the date it is executed by the State, after execution by the Contractor. All funds must be requested from the Department no later than April 30, 2019. For the purpose of this Agreement, no funds may be expended after June 30, 2019. It is the responsibility of the Contractor to monitor the project and timeliness of draws within the specified dates.

5. Grant Amount

The total amount of this Grant is \$75,000.00.

EXHIBIT B

BUDGET DETAIL AND PAYMENT PROVISIONS

HRP Program Grant

1. Allowable Uses of Grant Funds

- A. Grant funds shall only be used for projects approved by the State that involve the construction, rehabilitation, and/or acquisition of capital assets as defined by the California Government Code, Section 16727(a) that benefit the community within the Contractor's jurisdiction and as further set out in Section 108 of the Guidelines. Capital assets include tangible physical property with an expected useful life of fifteen (15) years or more, equipment with an expected useful life of two (2) years or more, or major maintenance, reconstruction, or demolition for purposes of reconstruction and/or retrofitting work.
- B. Incidental expenses shall not be paid by Grant funds unless they are directly related to the construction or acquisition of an eligible capital asset. Such expenses include costs associated with planning, engineering, construction management, environmental impact reports, appraisals, site acquisitions, or necessary easements.
- C. Grant funds shall not be expended for the administrative costs of persons directly employed by the Contractor or for other "soft" costs that are not directly related to the construction, rehabilitation or acquisition of capital assets.

2. Performance

Contractor shall take such actions, pay such expenses and do all things necessary to complete the Work specified in Exhibit A in accordance with the schedule for completion set forth therein and within the terms and conditions of this Agreement.

3. Fiscal Administration

- A. Term: The effective date of this Agreement is the date upon which it is executed by the State (the date stamped in the lower right portion of the Standard Agreement (Std. 213) through September 30, 2019. All funds must be requested by the Contractor by April 30, 2019 and expended by June 30, 2019. This Agreement shall terminate September 30, 2019.
- B. The Contractor shall make any and all request(s) for disbursement no earlier than ninety (90) days from the anticipated need for the funds, using the forms provided by the State. The forms will be made available at <http://www.hcd.ca.gov/grants-funding/active-no-funding/hrpp.shtml>. The Contractor shall expend the funds within 90 days from the date of receipt from the State, or by June 30, 2019, whichever occurs earlier and subsequent supporting documentation shall be submitted to the Department.
- C. Failure to expend contract funds in a timely manner may affect future funding.

EXHIBIT B

- D. A separate checking account for the Grant funds is not required. However, the Contractor shall deposit Grant funds in an interest bearing checking or savings account, or the State may require the Contractor to deposit all Grant funds into a segregated account in an institution whose deposits are insured by the federal or state government. All interest earned from the deposit of Grant funds shall be used for allowable, Program purposes and accounted for to the State. All funds not expended within 90 days of receipt, or by June 30, 2019, as applicable, shall be returned to the State with accrued interest.
- E. The Contractor shall make a good faith effort to minimize the number of disbursement requests to the State by anticipating and requesting in advance the maximum amount of funds that can be expended within the (ninety) 90 day time frame.
- F. The Contractor shall inform the State within a reasonable amount of time in the event that expenditures related to an authorized project(s) are less than the total Grant award. The Contractor may expend the balance of Grant funds on additional capital assets projects, upon written State approval. Contractor shall provide the State with a letter of request that describes the additional project(s) to be funded.
- G. The Contractor shall immediately inform the State, no later than December 31, 2018, if the Contractor anticipates it will not be able to expend all Grant funds by June 30, 2019.
- H. The Contractor is responsible for maintaining records which fully disclose the activities funded by the Grant. Adequate documentation of each transaction shall be maintained to permit the determination, through an audit if requested by the State, of the accuracy of the records and the allowability of expenditures charged to Grant funds. If the allowability of expenditure cannot be determined because records or documentation are inadequate, the expenditure may be disallowed, and the State shall determine the reimbursement method for the amount disallowed. The State's determination of the allowability of any expense shall be final, absent fraud, mistake or arbitrariness.
- I. Any Grant funds remaining unexpended as of June 30, 2019 must be returned to the State with accrued interest. Checks shall be made payable to the Department of Housing and Community Development and shall be mailed to the Department at the address below, no later than July 31, 2019.

Department of Housing and Community Development
Accounting Division
2020 W. El Camino Ave.
Sacramento, California 95833

EXHIBIT D

HRPP TERMS AND CONDITIONS

HRP Program Grant

1. Report Requirements

During the term of this Agreement, the Contractor shall submit the following reports by the deadlines specified, or as otherwise required at the discretion of the State:

- A. The Contractor shall submit annual reports to the State thirty (30) days after December 31st of each year ("Annual Report"), during the term of this Agreement for as long as the Contractor has not expended all Grant funds. The Annual Report shall contain (1) the progress the Contractor has made in completing the approved projects partially or wholly funded by the Grant, including a description of the community benefit; (2) the amount of Grant funds drawn down and expended to date by the Contractor; and (3) a description of projects completed. The Contractor shall use the forms provided by the State made available at <http://www.hcd.ca.gov/grants-funding/active-no-funding/hrpp.shtml> and,
- B. Upon complete expenditure of the Grant funds, the Contractor shall submit a final report in a manner satisfactory to the State ("Final Report"). The Final Report shall be submitted to the State within 60 days of June 30, 2019, the date all funds must be expended. The Final Report shall contain (1) a description of the final capital assets constructed or purchased with the Grant funds; and, (2) the number of certificates of occupancy issued in relation to the number of building permits issued in the program year. The Contractor shall use the forms provided by the State made available at <http://www.hcd.ca.gov/grants-funding/active-no-funding/hrpp.shtml>.

2. State Contract Coordinator

The state contract coordinator of this Agreement for the Department is the HRP Program Manager, Division of Housing Policy Development, or the Manager's designee ("State Contract Coordinator"). Unless otherwise informed, any notice, report, or other communication required by this Agreement shall be mailed first class to the State Contract Coordinator at the following address:

Department of Housing and Community Development
Division of Housing Policy Development
2020 W. El Camino Avenue
Sacramento, California 95833
Attention: HRP Program Manager

EXHIBIT D

3. Audit/Retention and Inspection of Records

Contractor agrees that the Department or its delegatee will have the right to review, obtain, and copy all records pertaining to performance of this Agreement. Contractor agrees to provide the Department or its delegatee with any relevant information requested and shall permit the Department or its delegatee access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with the California Public Contract Code Section 10115 et seq., the California Government Code Section 8546.7 and Title 2, California Code of Regulations, Section 1896.60 et seq. Contractor further agrees to maintain such records for a period of three (3) years after final payment under this Agreement. Contractor shall comply with the caveats and be aware of the penalties for violations of fraud and for obstruction of investigation as set forth in the California Public Contract Code Section 10115.10.

4. Special Conditions

The State reserves the right to add any special conditions to this Agreement it deems necessary to assure that the policy and goals of the Program are achieved.

5. Prevailing Wages

- A. Where funds provided through this Agreement are used for construction work, or in support of construction work, Contractor shall ensure that the requirements of Chapter I (commencing with Section 1720) of Part 7 of the California Labor Code (pertaining to the payment of prevailing wages and administered by the California Department of Industrial Relations) are met.
- B. For the purpose of this requirement "construction work" includes, but is not limited to rehabilitation, alternation, demolition, installation or repair done under contract and paid for, in whole or in part, through this Agreement. All construction work shall be done through the use of a written contract, with the properly licensed building contractor incorporating these requirements (the "construction contractor"). Where the construction contract will be between the Contractor and a licensed building contractor the Contractor shall serve as the "awarding body" as that term is defined in the California Labor Code. Where the Contractor will provide funds to a third party that will enter into the construction contract with a licensed building contractor, the third party shall serve as the "awarding body". Prior to any disbursement of funds, including but not limited to release of any final retention payment, the State may require a certification from the awarding body that prevailing wages have been or will be paid.

HRPP Grantees,

With just less than four (4) months left to expend the funds for your DPY 2016 Housing-Related Parks Program (HRPP) grant funds, we would like to remind you of important deadlines that are fast approaching and some facts about the cash disbursement process.

Important Dates

- All funds must be requested – either as a reimbursement or cash advance - from the Department by no later than April 30, 2019 and expended by June 30, 2019. Although the HRPP funds must be expended by June 30th, the project's full scope of work is not required to be completed with the expenditure of HRPP funds.
- Any grant funds remaining unexpended as of the end of June 30, 2019 must be returned to the state with accrued interest.
- Closeout Reports are due by August 30, 2019.
- Standard Agreements shall terminate September 30, 2019.

It is critical that all the deadlines above are met in order to ensure the City or County receives the grants funds and they are not returned to the state.

Request for Disbursements

- **Processing time is currently 4 to 6 weeks.**
- Program warrants are created at the State Controller's Office.
- A Jurisdiction may request a cash advance. Funds requested in advance must be expended by June 30, 2019
- Authorized Representative signature on Request for Disbursement of Funds document must be the same as designated in the Jurisdiction's resolution and standard agreement. Please contact your program representative to verify authorized signatory if you are unsure.
- Cash requests must have wet signatures and should be mailed in to:

**Department of Housing and Community Development
Division of Housing Policy Development
Attn: Housing-Related Parks Program Staff
2020 West El Camino Avenue, Suite 500
Sacramento, CA 95833**

Important Forms:

- [Request for Disbursement of Funds - 1/17/2018](#)
- [HRPP Final Closeout Report - 1/9/2013](#)

Project Changes

If it is determined that the grantee cannot expend money within the specific timeframes stated above, the grantee may request a change in scope to allow funds to be

expended on a different park-related project. However, the new park project must meet all of the park-based bonus criteria as the original park(s) or projects approved in the grant process. Please notify your program representative as soon as possible if you need to make any project changes or revisions to the scope of work.

Please contact your program representative if you have any questions or concerns.

Region	Representative	Contact Information
Northern California/Bay Area	Fidel Herrera	916.263.7441 fidel.herrera@hcd.ca.gov
Sacramento/Central Valley/ Central Coast/Eastern Sierra	Tom Brinkhuis	916.263.6651 tom.brinkhuis@hcd.ca.gov
Southern California	Greg Nickless	916.274-6244 greg.nickless@hcd.ca.gov



Tom Brinkhuis
Housing & Community Development
2020 W. El Camino Avenue, Suite 500 | Sacramento, CA 95833
Phone: 916.263.6651



Meeting Date: 3/26/2019

Agenda Item: 5

FINANCE COMMITTEE MEETING STAFF REPORT

REPORT TO: Chairman Dix & Finance Committee

REPORT FROM: Adam Castaneda, Community Services Director **REVIEWED BY:** AP

AGENDA ITEM: Crandell Swim Complex Rehabilitation Project

ACTION REQUESTED: ☐ Ordinance ☐ Resolution ☒ Motion ☐ Receive/File

EXECUTIVE SUMMARY

The Crandell Swim Complex is in drastic need of structural rehabilitation to ensure long lasting use by the City of Kingsburg and its residents. The Crandell Swim Complex was built in 1988 under the direction of Mayor Satterberg and Scotts & Associates Engineering. The project was a joint effort between the Kingsburg High School and the City of Kingsburg, and the original project cost was \$700,000. Since 1988, the pool has received subsequent repairs and was last resurfaced in 2003. Depending on a variety of local factors and pool-water treatment routines, the typical lifespan of traditional plaster surfacing is 7 to 10 years. It has been over 20 years since the last full resurfacing/plastering, and we risk the loss of the Crandell Swim Complex. It has been advised by our City Engineer, once a pool surface cracks to the bottom layer of plaster the pool is no longer salvageable. The pool currently has surface cracks and rust spots from metal supports between the plaster.

City staff would like to approach the Kingsburg Tri-County Hospital Care District for a grant to help cover the cost. We have meet with representatives from all stakeholders and have come up with a financial breakdown of the proposed project. The City of Kingsburg and the Kingsburg High School have a JPA regarding pool expenses. The High School has funding set aside \$250,000 for their portion of the project expenses (funds are from recent bond approval). The City would like to request the remaining \$250,000 from Kingsburg Tri-County Health Care District.

Included are images that outline the current areas of damage. Also, City Engineer Dave Peters has provided a cost estimate.

RECOMMENDED ACTION BY FINANCE COMMITTEE

1. Authorize staff to seek grant funding to cover the City's portion for resurfacing of the pool.

POLICY ALTERNATIVE(S)

1. Finance Committee could choose to not authorize staff to seek grant funds from KTCHCD.

REASON FOR RECOMMENDATION/KEY METRIC

1. Provide Recreation Opportunities for All Ages

FINANCIAL INFORMATION

FISCAL IMPACT:

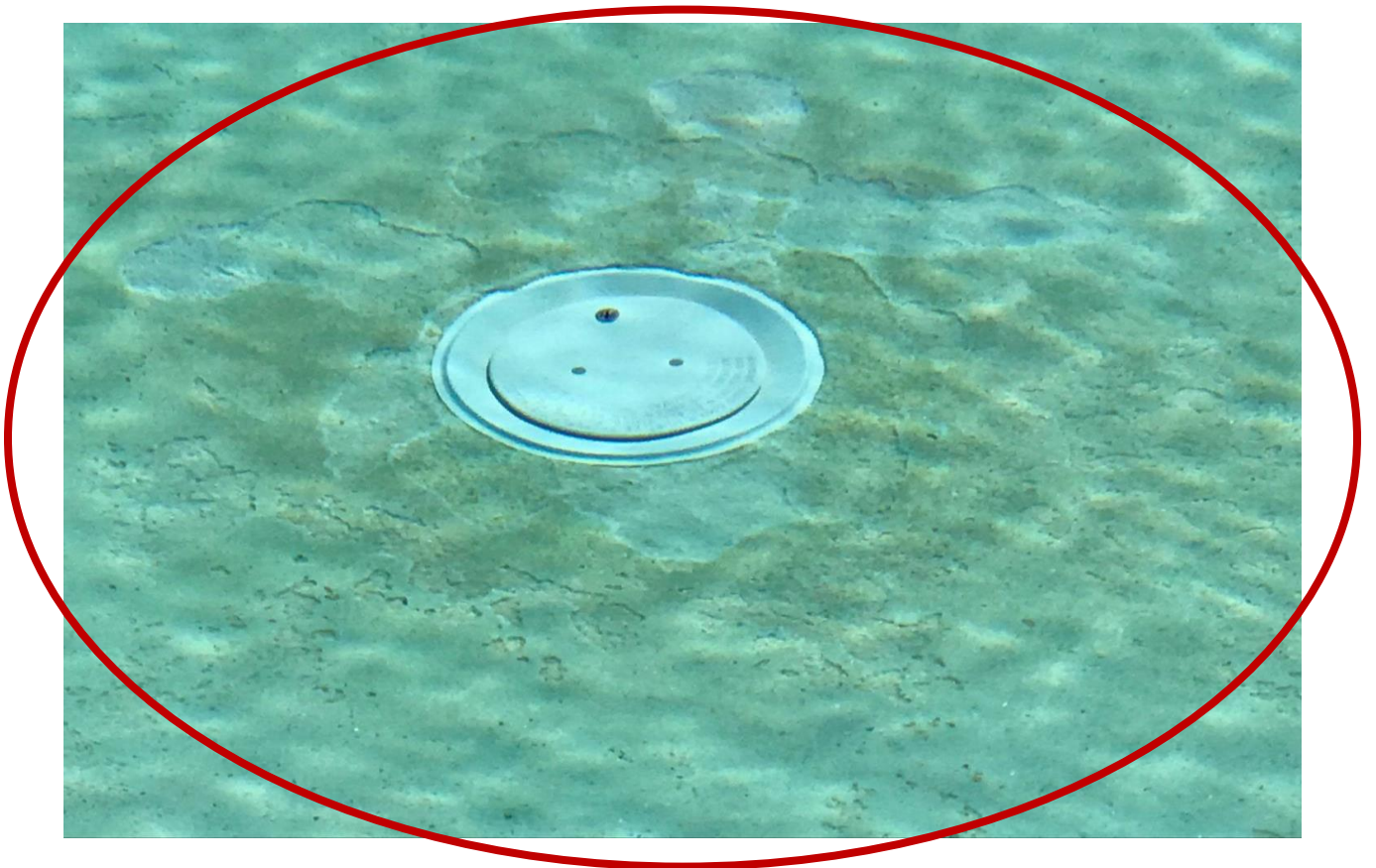
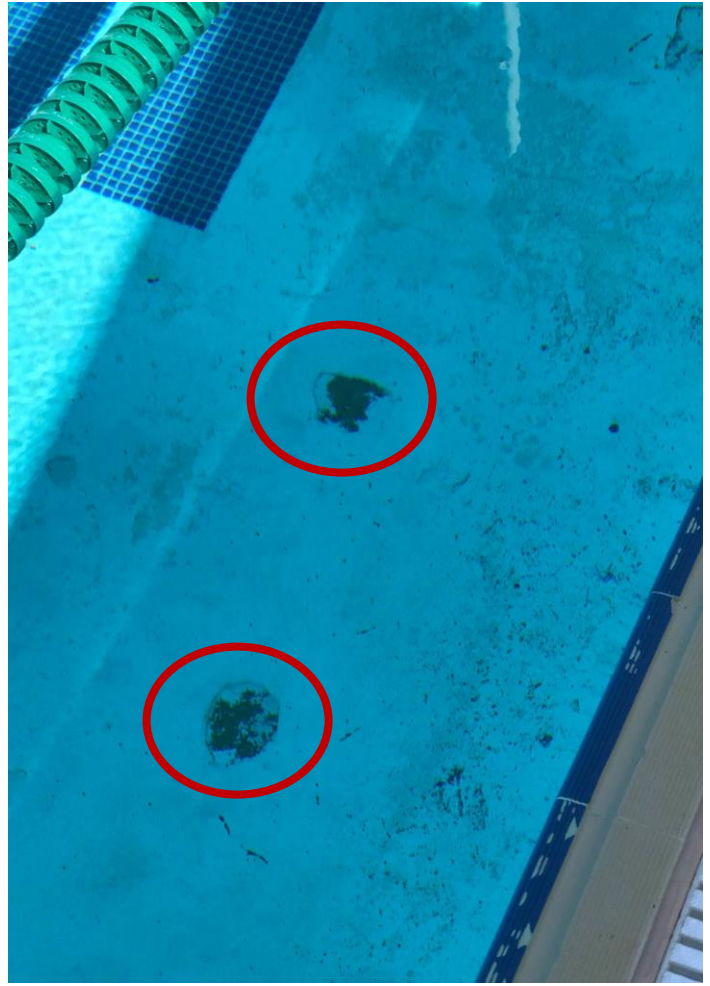
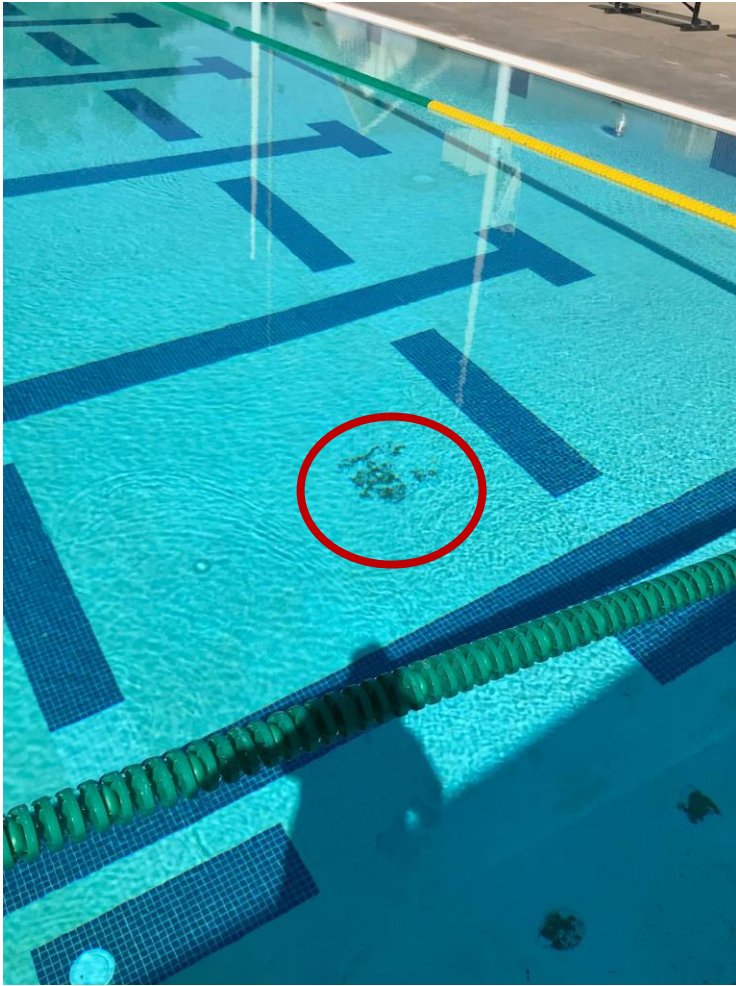
- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>No</u> |
| 3. If Budgeted, Which Line? | <u>N/A</u> |

BACKGROUND INFORMATION

See Executive Summary

ATTACHED INFORMATION

1. Images of Pool Deterioration
2. Repair Cost Estimate



City of Kingsburg
Crandall Pool Rehabilitation

7/31/2018

No.	Item Description	Quantity	Unit	Unit Cost	Cost
1	Mobilization (\$10,000 Maximum)	1	LS	\$10,000.00	\$10,000
2	AB 1020 Compliance	1	LS	\$2,000.00	\$2,000
3	Remove and Replace Plaster	12,200	SF	\$24.00	\$292,800
4	Replace Deck and Lane Tiles	425	SF	\$12.00	\$5,100
5	Drainage Trough Repairs	380	LF	\$60.00	\$22,800
6	Replace lights	12	EA	\$2,350.00	\$28,200
7	Drain/Fill/Chemically Treat Pool	1	LS	\$4,000.00	\$4,000
8	Miscellaneous Facilities and Operations	1	LS	\$20,000.00	\$20,000
Total Cost =					\$384,900
Design Engineering =					\$30,792
Construction Engineering =					\$19,245
Grand Total =					\$434,937